



**GEORGIA DEPARTMENT OF REVENUE
1800 Century Blvd, Atlanta, GA 30345-3205**

You are receiving this letter because the Georgia Department of Revenue has identified you as a current Motor Fuel Tax filer who pays tax in Georgia. This notification contains information regarding the implementation of Motor Fuel License, Excise Tax and Refund claim on the customer self-service portal, Georgia Tax Center (GTC).

Beginning September 4, 2012 you may sign up for online access. You will be able to manage your Motor Fuel Account with the following functionality.

- Register new business
- Register new tax account/license
- Add access to another account/license
- Apply for a Motor Fuel License
- File a Motor Fuel Report - Import excel template
- Request Retailer/Non-Highway Refund Report
- Make a Payment (multiple or single)
- Request Change of Filing Frequency
- Reset your password
- Receive messages from the Department on the System Message Board
- Close an Account
- Search for Active/In-Active Licenses
- Requests
 - Protest/ Appeal
 - Penalty waiver
 - Assessment payment
 - Excise Tax Refund (new – direct deposit)
 - DBA name change/add (non-alcohol accounts)
 - Mailing Address account change/add

Any Motor Fuel Taxpayer owing more than \$500 with any return is required to pay and file electronically. According to the law enacted on January 1, 2011, if you have ever filed a return with the amount due of \$500 or more, you are *required* to file and pay electronically. If you meet these requirements your first electronic return is due September 20, 2012 for the August 31, 2012 period.

Please forward this letter to the person in your organization responsible for Motor Fuel Tax.

Thank you,
Georgia Department of Revenue